

VILLAGE OF ESTERO, FLORIDA

RESOLUTION NO. 15 - 31

A RESOLUTION OF THE VILLAGE OF ESTERO, LEE  
COUNTY, FLORIDA, ESTABLISHING A PUBLIC RECORDS  
FEE SCHEDULE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes Chapter 119.07 (4) establishes certain fees for public records; and

WHEREAS, the Village of Estero receives requests for various types of public records; and

WHEREAS, the Village Council desires to have such costs borne by persons requesting records to the extent allowed by law; and

NOW, THEREFORE, be it resolved by the Village Council of the Village of Estero, Lee County, Florida:


**SECTION ONE.** The Village Council hereby establishes the fees for public records requests as set forth in Public Records Fee Schedule (Exhibit A) attached and hereby incorporated as a part of this Resolution.

**SECTION TWO.** This Resolution shall take effect immediately upon adoption.

20<sup>th</sup> ADOPTED BY THE VILLAGE COUNCIL of the Village of Estero, Florida this day of May, 2015.

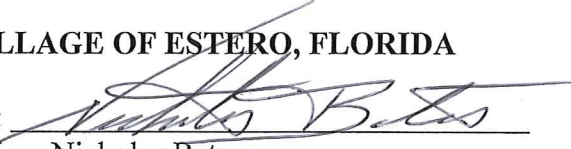
Attest:

By:

  
Peter Lombardi  
Interim Village Manager/  
Custodian of Village Records

VILLAGE OF ESTERO, FLORIDA

By:

  
Nicholas Batos  
Mayor

Reviewed for legal sufficiency:

By:

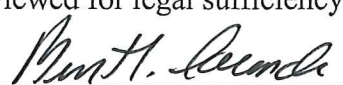
  
Burt Saunders, Esq.  
Interim Village Attorney

Exhibit A  
VILLAGE OF ESTERO

PUBLIC RECORDS FEE SCHEDULE

In accordance with Chapter 119,07(4), Florida Statutes, the following fees, shall be charged for public records.

The following definitions apply:

"Actual cost of duplication: The cost of the material and supplies used to duplicate the public records, but does not include labor cost or overhead associated with such duplication *F. S. 119.011 (1)*

"Information Technology Resources": Data processing hardware and software and services, communication, supplies, personnel, facility resources, maintenance, and training. *F.S. 119.011 (9)*

"Duplicated Copies": The process of reproducing an image or images from an original to a final substrate through the electrographic, xerographic, laser, or offset process or any combination of these processes, by which an operator can make more than one copy without re-handling the original. *F.S. 119.011 (7) and 283.30 (3)*

"Extensive": Anything in excess of 30 minutes including the time to locate, review for confidential information, retrieve, monitor, inspect, copy and re-file the requested records.

1. Each one-sided copy of each page of not more than 8 1/2 by 14 inches...\$0.15
2. Each two-sided copy of each page of not more than 8 1/2 by 14 inches...\$0.20
3. Public records requests of less than 20 pages per day ..... No Charge
4. All other copies .....Actual Cost of Duplication
5. Each certified copy of a public record .....\$1.00
6. Completion of Estoppel Request.....\$25.00  
(Estoppels are requests for information, not public records covered by Chapter 119, F.S.)
7. Special Service Charge — If the nature or volume of public records requested to be inspected, examined, or copied is such as to require extensive use of information technology resources, or extensive clerical or supervisory assistance by personnel of the Village, or both, in addition to the actual cost of duplication a special service charge, which shall be based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service based upon the actual labor (the hourly salary and benefits) of the lowest paid employee capable of performing the task.

8. The Special Service Charge under number seven above will not be charged unless the estimated time for fulfilling the request exceeds 30 minutes.
9. The information technology resources charge under the Special Service Charge will be based upon the costs and time involved in fulfilling the request.
10. The Village may also charge for an employee to sit with the requestor during the course of the inspection to safeguard and protect the Village's records from theft, destruction or alteration.
11. The Village may require a deposit in advance for the cost of estimated number of copies, mailing (if requested) and estimated Special Service Charge, where applicable.